

Custom PDF templates

With custom PDF templates you create documents with your own design, such as certificates, badges or name cards. You upload a background (for example the design of a certificate) and place data on it, such as the team name and team number. FLLTools then creates a PDF in one go with a page for every team.

This feature is part of the **Custom PDF Templates** module. Don't see the parts on this page? Switch the module on through **Setup** and **Settings** (see the page [Settings and modules](#)). The feature is still in BETA.

The template overview

You reach the templates through **Setup**, **Exports** and then the **Manage Templates** button in the *Custom PDF Templates* block.

PDF Templates						1	CREATE TEMPLATE
<input type="text" value="Search"/>							
Name ↑	Description	Type	Orientation	Tournament	Actions		
Certificaat deelname	Certificaat voor alle teams	IMAGE	Landscape	All Tournaments	2		3

- **Create Template (1)** creates a new template.
- The pencil **(2)** changes an existing template.
- The bin **(3)** deletes a template. You are asked to confirm this first.

Creating a template

Click **Create Template**. First fill in the template details:

Template Information

Template Name	1
Certificaat deelname	
Description	2
Certificaat voor alle teams, met teamnaam en teamnummer	
Template Type	3
image	
Page Orientation	4
Landscape	
Tournament (Optional)	5
Template File (PDF or Image)	6
certificaat.png	

Template Name (1): The name of the template, for example "Participation certificate".

Description (2): A short description. This field is optional.

Template Type (3): Filled in automatically based on the file you upload (image or pdf).

Page Orientation (4): Choose **Portrait** or **Landscape**. The document is always created on A4.

Tournament (Optional) (5): Link the template to one tournament. If you leave this empty, you can use the template for all tournaments.

Template File (6): The background of the document, at most 10 MB.

Use an image (PNG or JPG) in A4 proportions for the background. Only then will you see the design in the editor and will it come out correctly in the PDF.

Placing data on the background

As soon as you have chosen an image, it appears in the **Template Editor**.

1

CERTIFICAAT

voor deelname aan de regiofinale

Tournament Name

Team Name

Team Number

2

Add Variables

- Team Number
- Team Name
- Team Affiliate
- Team ID and Name
- Schedule Start Time
- Schedule End Time
- Schedule Table Name
- Schedule Round Name
- Tournament Name

3

Variable Settings

Font Size

36

Color

Font Weight

normal

Text Align

left

Rotation (degrees)

0

REMOVE VARIABLE

4

- **Preview (1):** Shows the background with the placed data. Drag an item with the mouse to where it should go.
- **Add Variables (2):** Click an item to add it. You can choose from:
 - Team Number, Team Name, Team Affiliate (organisation) and Team ID and Name (for example "042 | Nibble")
 - Schedule Start Time, Schedule End Time, Schedule Table Name and Schedule Round Name: the time, table number and round of one of the team's robot matches
 - Tournament Name
- **Variable Settings (3):** Click a placed item to select it. You can then change the **Font Size**, **Color**, **Font Weight** (normal or bold), **Text Align** and **Rotation** here.
- **Remove Variable (4):** Removes the selected item.

The schedule data is filled in with one robot match of the team. Want to show all matches per team? Use the *Match List* on the exports page.

Click **Create Template** at the bottom to save the template. You change an existing template in the same way; then click **Update Template**. If you don't upload a new file while editing, the current background is kept.

Creating the PDF

You create the PDFs on the exports page, in the **Custom PDF Templates** block.

The screenshot shows the 'Custom PDF Templates' section. It includes a text instruction: 'Generate PDFs using your custom templates. You can create and manage templates in the PDF Templates section.' followed by a 'MANAGE TEMPLATES' button (1). Below this is a 'Select Template' dropdown menu (2) with 'Certificaat de...' selected. To the right is a 'GENERATE AND SAVE PDF' button (3). Under the heading 'Generated Custom PDFs' (4), there is a list of three PDF files: '20260309_191123_fll-at-the-lego-house_test.pdf', '20260309_190957_test.pdf', and '20260309_190405_test.pdf'. Each file has a 'DOWNLOAD' button (5) next to it.

- Check at the top of the exports page that the right tournament is selected.
- **Manage Templates (1)** takes you to the template overview.
- Choose the template in **Select Template (2)**.
- Click **Generate and Save PDF (3)**. FLLTools creates a PDF with a page for every team in the tournament.
- The created files are listed under **Generated Custom PDFs (4)**, with the date and time in the file name. Click **Download (5)** to get a file.

Have an idea for an export that would be useful more often? Let us know at thijs@flltools.nl, and we'll see whether it can become a standard part of FLLTools.

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